The most up to date version of the Oak Hills Christian College adult & online education academic catalog is available on the college’s website at oakhills.edu.

This catalog is intended to be an accurate representation of Oak Hills Christian College. However, the college reserves the right to make changes as circumstances may require. We will attempt to communicate any such changes to faculty, staff, and students involved.

Oak Hills Christian College is an interdenominational Christian college that welcomes all applicants who are personally committed to faith in Jesus Christ. We do not discriminate on the basis of race, gender, age, physical ability, and national or ethnic origin in the administration of our educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.
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Message from the Dean

Every single one of us is on a journey of growth in knowledge, faith and service. The Adult & Professional Studies programs of Oak Hills Christian College can help you take the next steps in that journey. Whether you’re new to college or transferring credits, whether you’re seeking a new career path or working towards advancement in your current career, we can help you reach your goals. Here are some of the things that make the OHCC A&PS experience special.

Our programs are

- **Personal**—We are committed to giving you the personal attention you deserve, so we provide you with direct access to faculty, academic counselors and other college personnel. You won’t be just a number with us; we want to get to know you.

- **Convenient**—With our online programs, you can schedule school around your life, rather than scheduling your life around school.

- **Affordable**—AffordableCollegesOnline.org recently recognized the online programs at Oak Hills Christian College for being among the most affordable in Minnesota. Furthermore, our Financial Aid and Student Accounts departments will help you develop a plan for how to pay for your education.

Wherever God’s plan is taking you, Oak Hills Christian College’s Adult & Professional Studies programs can help get you there. Let’s make the journey together.

Doctrinal Statement

**SCRIPTURES:** We believe the Scriptures of the Old and New Testaments are all verbally inspired by God, without error as originally written, and our only infallible rule of faith and practice.

**GOD:** We believe God is the creator and externally exists in three persons - the Father, the Son, and the Holy Spirit - and these three are one God; having precisely the same nature, attributes, perfection, and worthy of precisely the same worship, honor, confidence and obedience.

**THE SAVIOR:** We believe the Lord Jesus Christ is God manifest in the flesh. We hold to His virgin birth, sinless life, vicarious death, bodily resurrection, His ascension into heaven, His present high priestly ministry, His translation of the church, and His personal premillennial return to set up an earthly kingdom.

**THE HOLY SPIRIT:** We believe the Holy Spirit is the third Person of the Trinity who convicts the unsaved and effects the full salvation of the believer.

**MANKIND:** We believe that all human beings are made in the image of God and, therefore, have dignity and worth. We further believe that, through the fall of mankind in Adam, all are sinners by nature and stand in need of regeneration.

**SALVATION FOR SINNERS:** We believe salvation was provided through Jesus Christ by His substitutionary and sacrificial death on the cross, sufficient for all, taking every legal obstacle out of the way, and that all must be born again or be forever lost.

**ETERNAL LIFE:** We believe eternal life is the sovereign work of God’s grace given to those who believe and receive Christ.

**TWO DESTINIES:** We believe the destiny for the believer is to be present (at home) with the Lord and for the unbeliever is to be separated from the presence of the Lord in everlasting punishment.

**THE CHURCH:** We believe the church is an organism of which Christ is the head, made up of individual believers who have been saved by personal faith in the Lord Jesus Christ through the grace of God and baptized into Christ’s body by the Holy Spirit.

**ONE COMMISSION:** We believe the great evangelistic and missionary commission given by Jesus Christ to the disciples and to the continuing church is that of making Christ known by word and example and bringing to maturity those who believe by instruction in the Word.
Mission Statement

Oak Hills Christian College is a Christian academic community whose mission is to provide biblically centered higher education which contributes to growth towards Christlikeness and prepares students for effective service in their homes, careers, churches, and communities.

To accomplish its mission, OHCC uses the means of undergraduate higher education, including the study of the Bible as central to the formation of a Christian life and worldview; the study of human thought, history, and culture; the study of theory and skills of Christian ministry; and the application of this learning in ministry and internship experiences. Oak Hills Christian College strives to see students grow in these five areas.

Objectives

GROWING IN FAITH AND WORSHIP: Students are committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.

UNDERSTANDING THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.

UNDERSTANDING OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.

INTEGRATING FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.

SERVING OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

Accreditation and Registration

ASSOCIATION FOR BIBLICAL HIGHER EDUCATION
Oak Hills Christian College is accredited by the Commission on Accreditation of the Association for Biblical Higher Education. They are located at 5850 T.G. Lee Blvd., Ste. 130, Orlando, FL 32822, (407)207-0808.

PURPOSE OF ACCREDITATION
Accreditation assures students of high quality education. Accredited status is also significant in the transfer of credits. However, the transfer of credit is always at the discretion of the receiving school.

COUNCIL FOR HIGHER EDUCATION ACCREDITATION
The Association for Biblical Higher Education is recognized by the Council for Higher Education Accreditation (CHEA). This affirms that the standards and processes of the accrediting organization are consistent with the academic quality, improvement, and accountability expectations CHEA has established.

MINNESOTA OFFICE OF HIGHER EDUCATION
Oak Hills Christian College is registered as a private institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.
Affiliations and Memberships

DENOMINATIONAL AFFILIATION
Oak Hills Christian College is interdenominational; we are not associated with any one denomination. Our students, staff, and faculty come from a variety of churches. We welcome all applicants who are personally committed to faith in Jesus Christ.

TRANSFER AGREEMENT WITH CROWN COLLEGE
Oak Hills Christian College and Crown College (St. Bonifacius, MN) have entered into a cooperative agreement regarding students who transfer to Crown College for programs not available at OHCC. Benefits include arrangements for the transfer of credits and the possibility of a cooperative grant. Contact the Admissions Office for more information.

FINANCIAL ACCOUNTABILITY
Oak Hills is a charter member of the Evangelical Council for Financial Accountability.

NC-SARA
Oak Hills Christian College is approved to participate in the State Authorization Reciprocity Agreement. SARA is overseen by a National Council and administered by four regional education compacts. The State Authorization Reciprocity Agreement is an agreement among member states, districts and territories that establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state.

Adult & Online at Oak Hills

In keeping with the mission of Oak Hills Christian College to provide higher education that is scriptural, transformational, experiential and missional, the Adult & Professional Studies Department (A&PS) will provide online and non-traditional learning options to ensure that every Christian adult within our region and scope has access to quality biblical higher education.

The Adult & Professional Studies program at Oak Hills is designed to meet the needs of busy adult students. These students are typically interested in completing a degree while employed full-time and engaged in ministry activities. We provide opportunity to begin classes at different times of the year and attend classes one night a week or online on a year-round basis, with set break points in the program. This allows students to complete a degree in less time than through traditional and part-time attendance.

Locations

MAIN CAMPUS
The main campus of Oak Hills Christian College is located on the beautiful shore of Lake Marquette, four miles from the city of Bemidji, MN.

OFF CAMPUS COURSE SITES
The college is currently developing off campus course sites in conjunction with area churches in Park Rapids, MN, and Grand Forks, ND. The Challenger Certificate program at these sites offers a series of one credit (audit or for academic credit) college-level courses for adult Christians who wish to grow deeper in faith and ministry. Our expectation is to expand off-campus course sites in the near future to include both associate and bachelor degree program courses.
Student Life

OHCC COMMUNITY
At Oak Hills Christian College we seek to provide a biblically healthy learning environment so that students can learn and mature through their academic studies, personal relationships, and shared life experiences. Our desire is that students will learn to love God wholeheartedly, love people as He does, and influence others to follow Him.

Online students are expected to follow Jesus Christ and live in a way that reflects His character and priorities.

STUDENT LIFE DEPARTMENT
The Dean of Student Life and staff of the student life department provide leadership and supervision for the campus and online community. In supporting the mission statement and objectives of Oak Hills Christian College, the Student Life staff seeks to:
1. Assist students in developing their faith relationship with Jesus Christ.
2. Love and pray for the students.
3. Cultivate an environment where Christlike relationships and community are built.
4. Provide a secure and healthy campus to enhance the experience of college life.

Curriculum

Each academic program at Oak Hills Christian College includes courses from three areas of the curriculum: Biblical Studies, Christian Ministry, and General Education. Courses from these areas work together to help students develop a Christ-centered worldview and a heart for loving God and serving others.

Students are challenged to grow in knowledge, in critical thinking skills, in communication skills, in character, and in commitment to their faith.

BIBLICAL STUDIES
We believe the Bible is God’s written word and is His clearest revelation of spiritual truth. The Bible functions as our final authority for matters of faith and practice. Consequently, we make the study of the Bible the focal point of our curriculum.

We teach careful and thoughtful interpretation of the Bible based on the historical, cultural, and literary contexts. Surveys of the entire Bible, as well as in-depth studies of particular parts of it, provide knowledge of its content and give opportunity for assessing its meaning and application for today’s world.

The Biblical Studies curriculum for A&PS students includes courses in
- Bible: Old Testament (BOT)
- Bible: New Testament (BNT)
- Biblical Studies Approach (BSA)
- Theology (TH)

CHRISTIAN MINISTRY
God desires that we minister to others through evangelism, discipleship, and lives of service. Christian Ministry courses seek to provide the necessary knowledge and skills to serve effectively. Informative courses dealing with a broad scope of ministry, as well as more specialized courses pertaining to specific ministry emphases, contribute toward helping students implement God’s will on earth.

The Christian Ministry curriculum for A&PS students includes courses in
- Christian Ministry (CM)
- Leadership & Ministry (LM)

GENERAL EDUCATION
In addition to the Scriptures, God has also revealed knowledge through the created order. We believe all truth is God’s truth, and we seek to understand this in our general education courses by studying the nature of humanity, society, communication, aesthetics, and the physical world. Such knowledge helps us understand God, ourselves, and the world, in order to serve God more effectively.

General Education curriculum for A&PS students includes the following components:
- Business
  - Business (BUS)
- Communications
  - Communications (COM)
- English (ENG)
- Humanities
  - Humanities (HUM)
  - Language (LA)
  - Music (MU)
  - Teaching English as a Second Language (TESL)
- Social Science
  - Addictions Counseling (AD) on campus only
  - Cultural Studies (CUL)
- Government (GOV)
- History (HI)
- Psychology (PS)
- Sociology (SOC)
- Science/Math
  - Science (SCI)
  - Math (MTH)
MINISTRY IN ACTION (MIA)
Ministry in Action is a short-term missions opportunity that is offered to all students. Overseas trips take place in late December and early January. Trips in the Americas take place around mid March. Students can receive credit for MIA participation. These experiences are a great way to learn about what God is doing around the world and see opportunities for future ministry.

Adult & Professional Studies Academic Programs

BACHELOR'S DEGREE
Business Administration
Leadership and Ministry

ASSOCIATE'S DEGREE
Biblical Studies and Ministry

CHALLENGERS CERTIFICATE (OFF SITE)

Course Sequence

Adult & Professional Studies students entering a degree program after August 2015 will follow the degree programs as presented in this catalog. These programs of study are cohort based and follow the specific course sequence listed. Courses will be 5 weeks in length and will be offered in a course management site called E360. The course schedule for each cohort group will be posted in the students' E360 course site calendar.

Adult & Professional Studies students who started a degree prior to August 2015 have the option of continuing their current program or switching to the new degree program and format. Academic advising will assist each student in this decision process.
Bachelor’s Degree in Business Administration (ONLINE)

PROGRAM DIRECTOR: Dana Schnorz
ONLINE FACULTY ADVISOR: Dr. Sue Glidden

PROGRAM PURPOSE: The graduate will be prepared for effective service in society and will have the skills and knowledge necessary to manage an organization.

COLLEGE EDUCATIONAL OBJECTIVES: Upon completion of their program of study, all Oak Hills graduates will:
1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.
2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.
3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.
4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.
5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

PROGRAM OBJECTIVES: Upon completion of the Business Administration program of study, graduates will:
1. Understand and apply the principles (management, marketing, finance) by which an organization operates.
2. Understand and function from solid legal and ethical bases.
3. Evaluate the financial condition and statements of a business and propose courses of action.
4. Develop, implement, and evaluate a business plan within an organization.
5. Manage people and processes within an organization.

LOWER LEVEL COURSES (Sequenced Course List)

<table>
<thead>
<tr>
<th>Course Prefix/#</th>
<th>Course Name</th>
<th>Hours/Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM1001-O</td>
<td>Living the Christian Faith</td>
<td>3/5</td>
</tr>
<tr>
<td>ENG1000-O</td>
<td>College Writing and Research</td>
<td>3/5</td>
</tr>
<tr>
<td>BOT1702-O</td>
<td>Old Testament Survey</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS1715-O</td>
<td>Introduction to Computers</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS1002-O</td>
<td>Introduction to Business</td>
<td>3/5</td>
</tr>
<tr>
<td>LM1701-O</td>
<td>Introduction to Leadership</td>
<td>3/5</td>
</tr>
<tr>
<td>HUM2799-O</td>
<td>Philosophy and Worldview</td>
<td>3/5</td>
</tr>
<tr>
<td>BSA1002-O</td>
<td>Interpretation of Biblical Literature</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS1001-O</td>
<td>Personal Financial Management</td>
<td>3/5</td>
</tr>
<tr>
<td>LM1703-O</td>
<td>Communication for Leaders</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS2012-O</td>
<td>Introduction to Economics</td>
<td>3/5</td>
</tr>
<tr>
<td>TH2705-O</td>
<td>Fundamentals of Theology</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS2003-O</td>
<td>Accounting Methods</td>
<td>3/5</td>
</tr>
<tr>
<td>HI2003-O</td>
<td>World History</td>
<td>3/5</td>
</tr>
<tr>
<td>SCI2703-O</td>
<td>Environmental Science</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS2701</td>
<td>Introduction to Finance</td>
<td>3/5</td>
</tr>
<tr>
<td>PS2705-O</td>
<td>Organizational &amp; Industrial Psych</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS2010-O</td>
<td>Fundamentals of Business Law</td>
<td>3/5</td>
</tr>
<tr>
<td>PS 2782-O</td>
<td>Research Statistics</td>
<td>3/5</td>
</tr>
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</table>

Twenty Courses 60 cr./100 wks. = Bible/Theol/Chr. Min/Inter-disciplinary Courses

UPPER LEVEL COURSES (Sequenced Course List)

<table>
<thead>
<tr>
<th>Course Prefix/#</th>
<th>Course Name</th>
<th>Hours/Weeks</th>
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</thead>
<tbody>
<tr>
<td>ENG3701-O</td>
<td>Research &amp; Concept Dev. Skills</td>
<td>3/5</td>
</tr>
<tr>
<td>BSA3019-O</td>
<td>Adv. Interpretation of Biblical Literature</td>
<td>3/5</td>
</tr>
<tr>
<td>TH3752-O</td>
<td>Biblical Theology of Leadership</td>
<td>3/5</td>
</tr>
<tr>
<td>LM4734-O</td>
<td>Working with Teams</td>
<td>3/5</td>
</tr>
<tr>
<td>BOT3740-O</td>
<td>Redemption in the Old Testament</td>
<td>3/5</td>
</tr>
<tr>
<td>BNT3708-O</td>
<td>Life of Christ</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4725-O</td>
<td>Finance and Budgeting for Managers</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4730-O</td>
<td>Human Resource Development</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4731-O</td>
<td>Management of Marketing</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4732-O</td>
<td>Business Ethics</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4750-O</td>
<td>Operations Management</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4780-O</td>
<td>International Issue in Business</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4785-O</td>
<td>Strategic Management</td>
<td>3/5</td>
</tr>
<tr>
<td>BUS4795</td>
<td>Business Portfolio</td>
<td>3/5</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>3/5</td>
</tr>
</tbody>
</table>

Twenty Courses 60 cr./100 wks. = Bible/Theol/Chr. Min/Inter-disciplinary Courses
BIBLICAL STUDIES (30-33)
- OT Survey
- NT Survey
- Interpretation of Biblical Literature
- Fundamentals of Theology
- Advanced Interpretation of Biblical Literature
- Biblical Theology of Leadership
- Redemption in the OT
- Life of Christ
- Business Ethics
- Business Portfolio

CHRISTIAN MINISTRY (12)
- Living the Christian Faith
- Working with Teams
- Marketplace Ministry
- International Issues in Business

GENERAL EDUCATION (36)
- College Writing and Research
- Introduction to Business
- Philosophy and Worldview
- Personal Finance Management
- Communications for Leaders
- Intro. to Economics
- World History
- Environmental Science
- Org/Industrial Psychology
- Research Statistics
- Research and Concept Development Skills
- Gen. Ed. Electives (3 cr.)

BUSINESS (33)
- Intro. to Computers
- Intro. to Leadership
- Accounting
- Intro. to Finance
- Fundamentals of Business Law
- Finance and Budgeting for Managers
- Human Resource Development
- Organizational Leadership
- Management of Information Systems
- Operations Management
- Strategic Management

FREE ELECTIVES (6 cr.)
Bachelor’s Degree in Leadership and Ministry (ONLINE)

PROGRAM DIRECTOR: Dr. Sue Glidden

PURPOSE: To provide Christian adults with the skills to lead and minister in a church, church ministry or non-profit ministry or career.

COLLEGE EDUCATIONAL OBJECTIVES: Upon completion of their program of study, all Oak Hills graduates will:
1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.
2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.
3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.
4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.
5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

PROGRAM OBJECTIVES: Upon completion of the Leadership and Ministry program of study, graduates will:
1. UNDERSTAND LEADERSHIP ISSUES: Students will understand the critical issues and dynamics involved in contemporary leadership and ministry.
2. APPLY LEADERSHIP AND MINISTRY SKILLS: Students will apply principles and practices appropriate to effective, ethical, and personal leadership and ministry as a Christian in today’s world.

Course Prefix/#     Course Name                        Hours/Weeks
CM1001-O Living the Christian Faith        3/5
ENG1000-O College Writing and Research       3/5
BOT1702-O Old Testament Survey         3/5
BUS1715-O Introduction to Computers        3/5
CM1002-O Sharing and Defending the Faith       3/5
LM1701-O Introduction to Leadership         3/5
HUM 2799-O Philosophy and Worldview        3/5
BSA1002-O Interpretation of Biblical Literature  3/5
BUS1001-O Personal Financial Management  3/5
LM1703-O Communication for Leaders         3/5
HUM2733-O Cultural Diversity               3/5
TH2705-O Fundamentals of Theology           3/5
LM2730-O Issues in Christian Leadership     3/5
H2003-O World History                        3/5
SCI2703-O Environmental Science             3/5
PS1001-O Introduction to Psychology         3/5
CM2763-O Teaching the Christian Faith       3/5
PS2731-O Group Psychology                   3/5
PS2782-O Research Statistics                3/5
Twenty Courses   60 cr./100 wks.
= Bible/Theol/Chr. Min/ Inter-disciplinary Courses

Course Prefix/#     Course Name                        Hours/Weeks
ENG3701-O Research & Concept Dev. Skills       3/5
BSA3019-O Adv. Interpretation of Biblical Literature 3/5
TH3752-O Biblical Theology of Leadership 3/5
LM4734-O Working with Teams              3/5
BOT3740-O Redemption in the Old Testament    3/5
BNT3708-O Life of Christ                  3/5
CM4720-O Mobilizing Volunteers            3/5
PS4766-O Biblical Counseling               3/5
LM3732-O Organizational Leadership        3/5
CM3762-O Marketplace Ministry              3/5
CM4764-O Pastoral Care                    3/5
LM3731-O Personal and Social Ethics        3/5
BNT4742-O Letters of Paul                 3/5
TH4754-O Knowing God                       3/5
BUS4780-O International Issues in Business  3/5
BUS4785-O Strategic Management            3/5
LM4710-O Ministry Leadership - Capstone     3/5
Elective                                 3/5
Elective                                 3/5
Elective                                 3/5
Twenty Courses   60 cr./100 wks.
= Bible/Theol/Chr. Min/ Inter-disciplinary Courses
BACHELOR’S DEGREE IN LEADERSHIP & MINISTRY
Courses by Type (Sequenced)

Biblical Studies (30-33)
OT Survey
NT Survey
Interpretation of Biblical Literature
Fundamentals of Theology
Advanced Interpretation of Biblical Literature
Biblical Theology of Leadership
Redemption in the OT
Life of Christ
Letters of Paul
Knowledge of God

General Education (36)
College Writing and Research
Philosophy and Worldview
Personal Finance Management
Communications for Leaders
Cultural Diversity
World History
Environmental Science
Intro. to Psychology
Group Psychology
Research Statistics or Assoc. Capstone
Research and Concept Development Skills
Personal and Social Ethics

Leadership & Ministry (45)
Living the Christian Faith
Intro. to Computers
Sharing and Defending the Faith
Intro. to Leadership
Issues in Christian Leadership
Teaching the Christian Faith
Working with Teams
Mobilizing Volunteers
Biblical Counseling
Organizational Leadership
Marketplace Ministry
Pastoral Care
International Issues in Business
Strategic Management
Ministry Leadership Capstone

Free Electives (9 cr.)
Associate’s Degree in Biblical Studies and Ministry (ONLINE)

PROGRAM DIRECTOR: Dr. Sue Glidden

PURPOSE: To provide to the adult online student a broadly based program of study in general education, biblical studies, and ministry studies. This program will prepare the student to serve in churches or para-church organizations, engage in personal ministry or pursue further education.

OBJECTIVES: Upon completion of their program of study, graduates will:
1. DEMONSTRATE GROWTH IN FAITH AND WORSHIP: Students will be committed to continuous growth in their trust in, love for and worship of God, seeking to live lives pleasing to him.
2. UNDERSTAND THE BIBLE: Students will know the Bible and handle it rightly, interpreting it properly for personal and cultural application.
3. UNDERSTAND OUR WORLD: Students will have a knowledge of human thought, history and culture adequate to understand and critique worldviews, to communicate effectively a Christian worldview of others, and to interact meaningfully with their own and other cultures.
4. INTEGRATE FAITH AND LEARNING: Students will have a biblical worldview, integrating their understanding of Christianity and the world, providing the foundation for a lifetime of continued learning and growth in all areas of life.
5. SERVE OTHERS: Students will have and practice a servant theology of life and will have skills appropriate for effectively serving God through serving others in the home, the workplace, the church and the world.

General Education Core (18 credit hours)
Communications (6)
  Written Communication (3)
  College Writing and Research
  Oral Communication (3)
  Communication for Leaders
Humanities (3)
  Philosophy and Worldview
Social Science (3)
  World History
Additional General Education (6)
  Cultural Diversity
  Elective (3)

Biblical Studies (24 credits)
Old Testament (3)
  OT Survey
New Testament (3)
  New Testament Survey
OT or NT electives (6)

Biblical Studies (3)
  Interpretation of Biblical Literature

Theology (9)
  Fundamentals of Theology
  Theology electives (6)

Christian Ministry (18)
  Foundational (3)
    Living the Christian Faith
  Additional Ministry courses (12)
    Sharing and Defending the Faith
    Teaching the Christian Faith
    Ministry electives (6)
  Capstone Course – (3)

ELECTIVE – 3 CREDITS, ANY COURSE

Summary
General Education – 18 credits
Bible and Theology – 24 credits
Christian Ministry – 18 credits
Elective – 3 credits
TOTAL – 63 credits
The Challenger Program

The Challenger Program consists of one-credit courses offered off-site in area churches. (* = Courses for Challenger Certificate, Grand Forks)  Leads to an 18-Credit Challenger Certificate

**Biblical Studies Approach**

* How to Study the Bible
  An introduction to interpretation of the Bible, focusing on presuppositions, historical, cultural, and language related approaches to study of scripture

**Old Testament**

* OT Overview
  An overview of the historical books of the Old Testament, focusing on the chronology, geography, and larger narrative of the Old Testament

* Genesis
  A study of key events, people, and themes in Genesis, focusing on who God is and how God relates to people

* Psalms
  A study of the Psalms and how praise, prayers, curses and laments mark a person’s life with God

Torah
An overview of key historical events, people, themes in the first five books of the Old Testament, with application to today

Prophets
An overview of the life, work, and messages of the prophets, linking the prophets to their historical context

**New Testament**

* NT Overview
  An overview of the chronology, geography narrative, and teaching of the New Testament, including the arrangement of books in the New Testament

* Gospels
  A study of the life of Christ through the gospels, including events and messages of Christ in each of the gospels

Epistles
A study of the background and major themes of Pauline and general epistles of the New Testament

* Ephesians
  A study of the book of Ephesians focusing on the church within Christian experience

Romans
A study of the book of Romans focusing on structure and major themes

Acts
A study of the book of Acts focusing on the history of the early church

**Theology/Contemporary Issues**

* Why Theology Matters
  An overview of basic Bible doctrines with a focus on why theology is important to the Christian

* Why the Bible Matters
  A study of the nature, dependability and relevance of the Bible

* Why the Church Matters/ Ephesians
  A study of the nature and relevance of the church to modern Christian life, focusing on the book of Ephesians

* Sexuality
  A study on Christian responses to the issues of gender, sexual identification and practices in modern American society

* Creation/Evolution
  A study of four Christian views toward creation and evolution as viewed in modern American society

* Christian Worldview: Think Like Jesus
  A study of the key ideas and values that shape life, focusing on how Jesus’ life and words are the model for a Christian worldview

**Christian Ethics**
An overview on moral thinking and conduct, focusing on Christian approaches to ethics

**Use and Abuse of Modern Technology**
A study on how technology may be used in ministry as well as how overuse or misuse of technology may hinder Christian life

**Ministry**

* Teach/Preach
  A study of learning and teaching principles and practices

* Apply: Youth and Family
  An introduction to helping youth and families grow in Christ

* Apply: Peer Counseling
  A study in how to develop active listening skills, prayerfully support others, and when to seek assistance

* Apply: Fundamentals of Worship
  A study in purposes and designs for worship in communal settings, focusing on how to create meaningful worship

* Apply: Kingdom Building (Missional Living)
  A study on the mission of God’s people, focusing on becoming an active participant in God’s building of his kingdom

* Apply: Evangelism and Discipleship
  A study on being a follower of Jesus and being a disciple-maker
ACADEMIC YEAR
Oak Hills Christian College operates on a semester academic system.
Adult & Professional Studies (APS) online courses are scheduled year-around with periodic breaks. Courses are intensive and modular.

TIME OF ENTRANCE
Adult & Professional Studies (APS) students may enter at the beginning of any new cohort group or at any time for individual online courses. See Admissions Counselor for Adult & Professional Studies to determine eligibility for admission to a cohort.

Traditional on campus and PSEO students may take online courses with APS degree students (in the E360 course site and as scheduled) or individual courses (in the ATHENEO course site and listed course sessions).

DEFINITION OF A CREDIT HOUR
The college follows the Federal Definition of the Credit Hour: An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than
1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15 weeks for one semester of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

Regardless of the course modality, classes will be consistent in terms of purpose, scope, quality, assessment and expected learning outcomes.
Students enrolled in classes delivered by an alternative means shall not be denied access to advisement, grievances, or other key academic rights and services, nor shall they be excused from the academic responsibilities expected of all students.

SEMESTER COURSE LOAD
The minimum load in a semester for a full-time student is 12 semester credits. Minnesota residents who are eligible for the Minnesota State Grant must be registered for at least 15 semester credits in a semester in order to eligible for the full grant amount.

A student load of twelve online credits per semester or more qualifies the individual for full-time status. Modular courses are intensive. If students are working full-time, it usually is recommended that only one course be taken at a time. Exceptions will be considered on a case-by-case basis.

ACADEMIC FILES
Students may view their academic files at any time during normal Registrar office hours. The files must not be removed from the Registrar’s Office.

PRIVACY OF STUDENT RECORDS (FERPA)
The Family Education Rights and Privacy Act of 1974 (FERPA) was written specifically for students and guarantees them three primary rights: the right to inspect and review their education records, the right to seek to amend their education records, and the right to have some control over the disclosure of information from those education records.

Oak Hills Christian College may disclose information on a student without violating FERPA regulations through what is known as directory information. This includes name, address, telephone listing, email address, date and place of birth, photo, major field of study, dates of attendance, degrees awarded, and dates the degrees were received. This information may be disclosed without the consent or knowledge of the student unless the student has notified OHCC in advance of his/her desire for their records to remain confidential. Further information will be given to students at registration.

Students have the right to file a complaint with the US Department of Education concerning alleged failures by OHCC to comply with the requirements of FERPA. These may be sent to: Family & Policy Compliance Office, US Dept. of Education, 600 Independence Ave. SW, Washington, DC 20202.

FREEDOM OF INQUIRY AND EXPRESSION
Oak Hills Christian College does not limit the freedom of staff or students for inquiry or expression, provided they are in pursuit of the objectives of the school and do not infringe on the rights of others.

STUDENT CLASSIFICATIONS
Full-time: a student who is registered for 12 or more semester credits.
Part-time: a student who is registered for at least one course for credit and fewer than 12 total semester credits.
Non-degree: a student who is enrolled in continuing education (for credit, non-degree seeking or auditing).

Freshman: a student who has completed 0-32 credits and is working toward a degree.
Sophomore: a student who has completed 33-62 credits and is working toward a degree.
Junior: a student who has completed 63-94 credits and is working toward a degree.
Senior: a student who has completed 95 or more credits and is working toward a degree.
PROGRAM REQUIREMENTS

Students are required to fulfill the program requirements listed in the catalog at the time of initial enrollment. If a student selects a catalog later than the one in effect at enrollment, he/she cannot return to the previous catalog.

If a student drops out for more than two consecutive semesters, the requirements of the catalog in effect at the time of re-enrollment must be met.

PROGRAM PLANNING/ADVISORS

Each student is assigned a faculty advisor to assist with academic program planning and to give guidance and encouragement. Even though the student is ultimately responsible for planning his/her program, the faculty advisor provides assistance in class selection and is available when the student needs advice.

STUDENT ATTENDANCE & PARTICIPATION

Attendance

For onsite programs, attendance is required for each class night. In emergency situations, learners are permitted one absence for courses five (5) weeks or shorter and two absences for classes six (6) weeks or longer. A learner must be in class for at least 3 ½ hours to be counted present.

For online programs, learner attendance is counted by posting minimally once per week in response to discussion questions or assignments. Posting to chat forums or e-mailing other course participants (including the faculty) do not count towards attendance.

Participation

Participation differs from attendance. While a learner may be in attendance for either online or onsite programs, the participation may not be exemplary. Participation in a class involves being interactive with fellow learners and the faculty member whether in discussion, activities, or projects. Participation in each course will vary depending on the circumstances.

ACADEMIC HONESTY

Oak Hills Christian College stands on the principles of truth and honesty as essential biblical principles for life. It is expected that these principles will be followed in all academic activity.

Academic Honesty is an important asset for both an institution of higher learning and an individual learner. A student must always submit work that represents his or her original words or ideas. If any words or ideas are used that do not represent the student’s original words or ideas, the student must cite all relevant sources. The student should also make clear the extent to which such sources were used. Words or ideas that require citations include, but are not limited to, all hardcopy or electronic publications, whether copyrighted or not, and all verbal or visual communication when the content of such communication clearly originates from an identifiable source.

Academic dishonesty could involve

- Having a tutor or friend complete a portion of your assignments.
- Having a reviewer make extensive revisions to an assignment.
- Copying work submitted by another student to a public class meeting.
- Using information from online information services without proper citation.
- Unauthorized collaborating or copying another's work.
- Violating copyright laws.
- Sabotaging another student’s work.
- Submitting the same assignment for more than one course without prior consent of all instructors concerned.

Academic dishonesty has grave repercussions for the learner. The learner will receive a reduced grade (as low as a Zero) on the assignment depending on the severity, accompanied by a report to the academic administration of the college.

A second instance of academic dishonesty will result in a failure of the assignment and potentially the course (if within the same course) and a report to the administration.

A third instance of academic dishonesty will result in failure of the course, reporting of the incident to the administration, and removal of the learner from the program.

These consequences are cumulative throughout the student’s entire Oak Hills experience, not just in an individual course.

OFFICIAL GRADING SCALE

<table>
<thead>
<tr>
<th>Percentile</th>
<th>Points</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>90-100%</td>
<td>900-1000</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>800-899</td>
<td>B</td>
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<tr>
<td>70-79%</td>
<td>700-799</td>
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<tr>
<td>60-69%</td>
<td>600-699</td>
<td>D</td>
</tr>
<tr>
<td>59% and below</td>
<td>0-599</td>
<td>F</td>
</tr>
</tbody>
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DUE DATES & LATE PENALITIES

Due Dates

For all programs, all submitted assignments within an assigned week are due the last day of that same school week; therefore, a Tuesday to Monday school week would require all submitted assignments to be due by midnight each Monday in the Central time zone of the United States.

For online programs, all initial posts within the Discussions are due the fourth day (see Discussions rubric for details), but students are encouraged to post sooner. This is in order to ensure quality interaction throughout the week. Please note also that subsequent responses required in the Discussion rubric must be posted on separate days in order to be counted for the grade.
Late Penalties
• 24 Hours Late
Assignments submitted within 24 hours past the due date will have a 10% late penalty of the final assignment grade.
• 48 Hours Late
Assignments submitted within 48 hours past the due date will have a 20% late penalty of the final assignment grade.
• 3-6 Days Late
Assignments submitted between 3-6 days late will receive a 50% late penalty of the final assignment grade.
• Assignments submitted beyond 7 days past the due date are not accepted.
• Facilitators are not required to accept assignments submitted after the last night of class.

GRADING SYSTEM
A = Excellent 4 grade points
B = Very Good 3 grade points
C = Acceptable 2 grade points
D = Minimally acceptable 1 grade point
F = Not acceptable 0 grade points
I = Incomplete
P = Pass (equals 70% or better; ‘C’; May be considered for credit if transferring from the Challenger program to a degree program)
NP = Not pass (not included in GPA)
W = Withdrawn

RESIDENCE REQUIREMENT
In order to receive the following degrees, the student must complete the indicated hours in courses through OHCC. Online students should note that there is no requirement to reside physically or take courses on the OHCC campus.
Online Bachelor: 30 hours (15 in biblical studies/15 in major)
Online Associate: 21 hours (9 in biblical studies)

COURSE CANCELLATION
Any course may be cancelled due to insufficient enrollment. The student may request a directed or independent study based on degree progress and time to completion, however it is the discretion of OHCC administration to approve these alternate courses. Additionally, OHCC will attempt to work out combination of cohorts for insufficient enrollment to allow for stronger program experiences of the student.

COURSE SUBSTITUTION/WAIVER
The college reserves the right to substitute or waive a course requirement. Students must complete a Substitution or Waiver Form and get approval from the Director of Adult & Professional Studies, their advisor and the Registrar.

CREDIT FOR PRIOR LEARNING (CPL)
The faculty may substitute previous learning for academic credit. A&PS students may earn Credit for Prior Learning (CPL) by submitting a portfolio for evaluation by faculty in the respective disciplines. Students must demonstrate they have met the objectives of the course/s to be substituted. The policy and procedures to apply for CPL are available on the website or upon request to the Director of Adult & Professional Studies or Registrar.

There is no maximum limit on credit for previous learning for Adult & Professional Studies (APS) online students provided that students meet the residence requirements of the college. The Director of Adult & Professional Studies will advise students in evaluating and applying for CPL.

ADDING AND DROPPING INDIVIDUAL COURSES
Adult & Professional Studies (A&PS) students may not add an online class after the start date of the course.
A&PS degree students may drop an online course through the first week of the course, beginning with the published start date of the course. The student’s account will be credited 100% of the tuition.
A&PS degree students may drop a course in week two or three of the course. A "W" (withdraw) will appear on the student transcript and the course will be included in the annual calculation of satisfactory academic progress (SAP). There will be no refund on tuition.
A&PS degree students dropping a course after the end of week three will receive a failing grade for the course.

All drops must be documented in writing with the Director of Adult & Professional Studies. Undocumented drops will result in failing grades and assessment of full tuition charges.
In all cases, the student’s financial aid award will be adjusted according to federal and state regulations. The student should contact the Financial Aid Director for further explanation.
All students other than A&PS degree students will follow the policies for traditional on campus students as outlined in the OHCC Academic Catalog.

WITHDRAWAL FROM THE PROGRAM
Adult & Professional Studies (APS) students who need to fully withdraw from their program must do so no later than the first week of their current course in order to maintain satisfactory academic progress and avoid tuition charges for the course. Students will be responsible for full tuition for courses completed prior to withdrawal. Any remaining courses in the semester will be removed. The student’s financial aid award will be adjusted according to federal and state regulations.

INCOMPLETES
If an Adult & Professional Studies (A&PS) student has legitimate reasons for needing an extension, he or she must request an extension with the instructor and the Director of Adult & Professional Studies before the end of a course. Reasons recognized include medical emergencies, physical and/or mental illness, or a family crisis.
Any incomplete must be completed within 90 days of the end of the course unless a further written extension is allowed by the instructor and the Director of Adult & Professional Studies. Students requesting an incomplete will not be allowed to enroll in or start further courses after that time until the incomplete course is completed. Any incompletes remaining beyond the end of the agreed extension period will be graded an “F”.

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DISMISSAL GRADES
Any Adult & Professional Studies (APS) student dismissed from the college will have the grades WP or WF applied to the course in which they are currently enrolled. WP will apply to courses in which the student is receiving a passing grade at the time of dismissal; WF will apply to courses in which the student is receiving a failing grade. These grades do not affect a student’s grade point average.

TRANSFER OF CREDIT
General policies for the transfer of credit are as follows:
1. Credits earned through CLEP (College Level Examination Program), DANTES and AP (Advanced Placement) will be evaluated by the Registrar on a course by course basis. CLEP courses will be used to fulfill the course requirement and the credit requirement.
2. Credits earned at other schools with a grade of “C” or better may be transferred to OHCC and applied toward graduation, provided those credits meet the program requirements. Pass/no pass courses will transfer if the pass reflects a minimum of 70%.
3. The institution at which the credits were earned must be recognized by an accrediting agency approved by the Council on Higher Education Accreditation (CHEA) or acknowledged by OHCC, however, OHCC reserves the right to disapprove credits from any institution at their sole discretion.
4. Students may be asked to validate equivalent subjects taken at non-accredited schools. After equivalency has been approved, the credits will be pending official approval until the student achieves a minimum GPA of 2.0. This must be done during the student’s first year at OHCC, or the transfer credits will be lost, except where an articulation agreement exists.
5. Online degree-seeking students who have completed courses in other recognized colleges or universities may receive up to 66 semester hours of credit, depending upon the major. The amount of credit, the courses to be accepted, and the method of evaluation will be determined by the nature of the courses and the type of institution. An applicant who has attended any college or university after graduation from high school must submit an official transcript from each institution. Although the Adult & Professional Studies Program Director will do preliminary transcript evaluations, all evaluations will become official when reviewed by the Registrar.

DEAN’S LIST
In order to qualify for the Dean’s List (determined each semester), students must be full-time, have a semester GPA of 3.50 or above, and must not have a grade below a “C” or a “No Pass” on their transcript for the semester.

GRADUATION HONORS
Graduating Bachelors students who have completed the equivalent of four full-time semesters at Oak Hills will be awarded graduation honors based on the following grade point averages:
- 3.90-4.0 Summa Cum Laude
- 3.75-3.89 Magna Cum Laude
- 3.50-3.74 Cum Laude

These honors will be printed in the graduation program.

GRADUATION REQUIREMENTS
General requirements for graduation are as follows:
1. All program requirements must be completed as listed in the catalog at the time of enrollment or in the chosen subsequent catalog.
2. Students must attain a minimum cumulative grade point average of 2.0 in courses taken at OHCC.
3. No grade below a “C” will count toward any biblical studies course, any core course in the Bachelors major, the Christian Ministry core, the senior capstone or portfolio course, and program specific General Education courses.
4. Transfer credits must be documented on official transcripts.
5. Residence requirement must be fulfilled.
6. Christian character and conduct as described in the OHCC Student Handbook must be demonstrated.

Please note: Transcripts and diplomas will not be released until the student’s account is paid in full.

TRANSCRIPT REQUESTS
Oak Hills Christian College transcripts must be requested in person or in writing (Data Privacy Act 1974) from the Registrar’s Office at OHCC, as well as online through Oak Hills’ website. The transcript fee is $5.

SATISFACTORY ACADEMIC PROGRESS
AND ACADEMIC DISMISSAL
Students need to complete their degree in a timely manner. In order to accomplish this, Oak Hills has set forth Satisfactory Academic Progress standards consisting of minimum grade point averages and minimum credits earned per year.

Minimum Grade Point Average (GPA):
- 1-32 credits: 1.7 cumulative GPA
- 33-62 credits: 1.8 cumulative GPA
- 63 and above: 2.0 cumulative GPA

In order for any student to graduate with a certificate, a two-year degree, or a four-year degree, the student must have a cumulative GPA of 2.0 or higher. Any student enrolled in a program that is longer than two academic years must have at least a 2.00 GPA or better at the end of their second year.

Minimum Credits Earned Per Year: The maximum time allowed to complete the degree is 150% of the customary time. The graph below indicates the minimum number of credits which need to be earned for each full-time equivalent (FTE) year. (The student must complete an average of 11 credits each semester to maintain minimum standards). The minimum number of credits which need to be earned in Adult & Professional studies (APS) for each FTE are listed below under Bachelor’s Degree and Associate’s Degree.
If a student fails to attain Satisfactory Academic Progress, he or she will be reviewed by the Academic Appeals Committee. Students placed on academic warning are eligible for continued enrollment and are expected to make progress toward meeting the minimum cumulative grade point average (GPA) and minimum number of credits earned requirement.

**Financial Aid:** In compliance with federal and state requirements, OHCC will disperse federal and state financial aid monies to those students who either meet or have the potential to meet Satisfactory Academic Progress.

**Transfer Students:** Transfer students do not transfer in a GPA. Their cumulative GPA consists of classes taken only at OHCC. Credits transferred to OHCC from other institutions will be counted toward the Minimum Credits Earned Per Year requirement.

**Determination of Academic Progress Standing:** At the end of each semester, the Registrar will review the cumulative GPA and the number of credits earned for each student. The first time a student fails the minimum cumulative grade point average requirement or the number of credits earned requirement during the semester, the student will be placed on ACADEMIC WARNING. Students placed on academic warning are eligible for continued enrollment and are expected to make progress toward meeting the minimum cumulative grade point average (GPA) and minimum number of credits earned requirement.

**Requirements for Academic Warning:** Upon conclusion of the warning term, if the student has met the minimum cumulative GPA and number of credits earned requirement, the student’s warning status will be removed.

**Academic Dismissal:** Upon conclusion of the warning term, those students not meeting the minimum cumulative GPA or number of credits earned requirement will be dismissed from Oak Hills Christian College. The student will be notified by the Dean of the College of their dismissal.

**Reinstatement/Appeal Process:** Students dismissed from Oak Hills Christian College who wish to return following a dismissal period of one semester (this includes summer term), must submit a petition to the Registrar’s Office. The petition should include information on the circumstances that affected past performance and a plan to be successful in achieving future academic progress. All petitions submitted to the Registrar’s Office will be reviewed by the Academic Appeals Committee. Students with an approved petition for academic reinstatement will be placed on academic warning for one term. While on warning, the student will be required to meet the terms set forth by the Committee. Students are allowed to receive financial aid while on academic warning. If the student does not believe the committee followed the appropriate procedures or considered all relevant information, the student may appeal to the Dean of the College. The Dean’s decision is final. If a student fails to attain Satisfactory Academic Progress, he or she will be dismissed again from OHCC. A student is allowed a maximum of two petitions of readmission.

**Additional Information Regarding Satisfactory Progress**

**Repeating a Course:** A grade of D, in any four year program, must be replaced or re-taken if it is from a course which is part of the student’s major. When a course is re-taken the final grade will be the grade of record whether the grade is higher or not. The previous grade will remain on the student’s transcript but will not be calculated in the GPA.

**Withdrawing:** Whenever a student withdraws from the college or drops a course after the first week of the course, the courses taken during the term will count against the student when calculating satisfactory progress.

**Credit for Military Training and United States Armed Forces Institutes (USAFI)**

Courses for which credits earned while in the military must be listed on official military documents (i.e., DD214, DD295, and Army/American Council on Education Registry Transcript). Other official military documents may be used as the basis for evaluation at the discretion of the Office of Admissions, given that they contain the elements necessary for evaluation. Those courses that are eligible for evaluation will be awarded college transfer credits consistent with the Registrar and directives issued by Academic Departments.

**ACADEMIC AMNESTY PROGRAM**

OHCC has an Academic Amnesty Program which allows for forgiveness (exclusion from grade point calculation) of a maximum of two consecutive semesters for former OHCC students if the student’s poor academic performance was the result of extenuating circumstances (see Dismissal Appeal above). It is designed to permit the readmission of formerly unsuccessful students who present evidence of motivation and the ability to succeed if readmitted to OHCC. See the Registrar to request an application for the Academic Amnesty Program.

Please note: federal financial aid regulations do not recognize academic amnesty.

**ASSISTED LEARNING PROGRAM**

Oak Hills Christian College has an Assisted Learning Program (ALP) to assist students with disabilities and to help students achieve Satisfactory Academic Progress. The ALP Director will work with and advise the A&PS students as possible to make reasonable accommodations.

**Students with Disabilities:** Services are provided to students with disabilities under the Assisted Learning Program according to the provisions and guidelines provided in the Americans with Disabilities Act (ADA). When seeking accommodations, the student must provide documentation of disabilities. Accommodations will be determined on an individual basis according to need. This will be established by student interviews and professional recommendations included in the documentation.
ADMISSION STANDARDS

Faith in Jesus Christ: Oak Hills Christian College students are required to have faith in Jesus Christ and a desire to live a lifestyle that is honoring to God.

Academic Ability: Oak Hills Christian College selects candidates on the basis of educational preparation, intellectual capacity, and motivation. Candidates should show evidence that they are academically prepared to study in programs they select, and that they possess the interest and motivation to pursue studies at OHCC. Admission is based on the probability for successful study in the chosen OHCC program. The potential for success is determined by grade point average (GPA), degrees, diplomas, ACT or SAT scores and/or prerequisites.

INCOMING STATUS ADMISSION STATUSES AND STANDARDS

To qualify for undergraduate admission online, off-site or on campus, candidates must meet the following requirements:

First Time Freshman: First Time Freshman status is defined as having attempted fewer than 12 college credits (not including PSEO, AP, CLEP or other dual-enrollment programs)

1. Have graduated from a recognized secondary school, or
2. Have passed the test of general education development (GED), or
3. Have graduated from a registered home school and
   1. ACT composite score of 18 or SAT composite score of 860, and
   2. Have a minimum secondary school GPA of 2.0 (on a 4.0 scale).

Applicants 2 calendar years removed from their actual high school graduation date do not need to supply ACT/SAT scores.

Transfer Students: Transfer students are defined as having attempted 12 or more college credits (not including PSEO, AP, CLEP or other dual-enrollment programs).

1. College GPA of 2.0 or higher from a recognized post-secondary school.
2. 12 or more transferrable credits from a recognized post-secondary institution.

ADDITIONAL ADMISSION STATUSES AND REQUIRED DOCUMENTS

INTERNATIONAL STUDENTS

International Students are defined as having completed secondary school in countries other than the United States and Puerto Rico.

Approval has been granted by the United States Department of Justice for training students from other countries who can demonstrate proficiency in English.

1. Official Foreign transcript evaluation from a NACES approved organization
2. Test of English as a Foreign Language (TOEFL) results with a minimum score of 500 (written test) or a 175 (computer based test) – if primary delivery of education was other than English
3. Personal Statement
4. Proof of Support Document
5. Demonstrated ability to write in English
6. Letter of Introduction

Please contact OHCC Admissions for detailed requirements.

READMISSION

Students applying for readmission are those who have completed one or more Oak Hills Christian College credits and are returning to OHCC after being out of class at OHCC for more than a semester.

1. Students applying for readmission that have been out of OHCC classes for less than one calendar year are eligible for readmission.
for admission through the Dean of the College and the Registrar.

2. Students who have been out of OHCC classes for over one calendar year must complete the full application process as defined by their incoming status.

NON-DEGREE STUDENTS

Non-Degree Seeking Students are defined as those wishing to enroll in continuing education for credit or audit, but who are not seeking to complete a program.

Non-degree students may take up to six credits per semester. Financial Aid is not available for non-degree students. No more than 12 credits taken through this program may be applied to a degree at Oak Hills Christian College. If a person who has accumulated more than 12 credits through this program later applies as a degree-seeking student, he or she may pay for the credits over 12 at the tuition rate in effect at the time class was taken (less any tuition paid at the non-degree rate).

Non-degree seeking students must complete the Non-Degree Application.

VETERANS

Oak Hills Christian College has been approved by the Minnesota State Department of Education for training veterans, veteran dependents and veteran widows. Our current status with the Veterans Administration is NCD.

Contact OHCC Admissions office for VA benefits certification steps.

PSEO

Junior or senior students in high school who meet the college’s requirements may take available online and/or on-campus courses.

ADMISSION TYPES

Regular Admission:

Defined as a student meeting all standards for their particular incoming status.

Committee Review Admission/Conditional Admission:

Incoming students not meeting all standards for their particular incoming status can be considered for Conditional Admission. These candidates can go through the Admissions Committee process. The members of the Admissions Committee will meet to decide on the educational preparation, intellectual capacity and motivation of the student.

In addition to regular admissions requirements, students being Conditionally Admitted will need to provide these documents to the Office of Admissions prior to the Admissions Committee meeting:

1. Personal Reference Letter
2. Academic Reference Letter

First Time Freshman being Conditionally Admitted for academic reasons must meet the following criteria:

1. Cumulative GPA of 1.50-2.49 based on high school transcripts (and)
2. ACT Composite score of 14-17

Transfer Students being Conditionally Admitted for academic reasons must meet the following criteria:

1. Cumulative College GPA of 1.50-1.99

Contingent Admission:

Incoming transfer students for whom Oak Hills Christian College does not have official transcripts on record will be a Contingent Admit assuming unofficial transcripts have been received. Contingently admitted students may complete no more than two courses during their first semester before official transcripts are received. Financial Aid will not be dispersed without all official transcripts on file at OHCC. Students will not be allowed to continue courses until the admission process is complete, including ALL documents needed for the student's file. The student will be responsible for all outstanding tuition and fees.
Public Disclosure Information

Employment

In a survey of OHCC students who graduated between 2003 and 2012, 97% of those desiring employment indicated that they are employed. Forty-five percent of graduates indicate that their jobs are closely related to their major field of study. (The national average is 27.3%.)

Employment statistics for individual majors are available from the Director of Institutional Research at stevenware@oakhills.edu.

Retention

Data from the 2013-2014 and 2014-2015 academic years indicate that the fall-to-fall retention rate for all students was 70%; first-time freshmen in this period were retained at a rate of 59%; while all students not first-time freshmen were retained at a rate of 74%.

Graduation

The 2014 Spring graduation rate for the 2008 Fall entering class was 52%. This rate is based on full-time, first-time students completing a program within 150% of the normal time required for their program. Many students opt to extend the length of study due to employment needs, family issues or academic achievement goals. The college has no statute of limitations on completing undergraduate programs.

Outcomes and Institutional Assessment results may be found on the college website at http://www.oakhills.edu/download_file/view/117/.

1 http://www.washingtonpost.com/blogs/wonkblog/wp/2013/05/20/only-27-percent-of-college-grads-have-a-job-related-to-their-major/

Financial Policies

ENROLLMENT DEPOSIT

After a student has been accepted for admission, an enrollment deposit fee of $100 is due. This will be applied in full to the students fee's upon enrollment. The enrollment deposit is nonrefundable.

PAYMENT SCHEDULE

Adult & Professional Studies (APS) students will register and pay for courses taken within a term (fall, spring, summer) before their first course begins or in two equal installments: half before start of the first course and half by the 50% point of the term. Accounts not meeting these deadlines will be subject to late charges.

PAYMENT METHODS

Students may pay their accounts by grants, scholarships, student loans, cash, check, credit card (VISA, MasterCard, Discover), or ECSI payment plan. Use of payment plan will have an accompanying fee.

OUTSTANDING BALANCES

Students with outstanding account balances at the end of the semester will not be allowed to re-enroll. Grades, transcripts, and diplomas will not be released until the student's account is paid in full. In the event Oak Hills Christian College has to incur any expense in collecting on a student account, the student will be required to pay all of Oak Hills' costs for collection. This includes, but is not limited to, a collection agency fee and/or attorney’s fees at the rate of 25-50%.

DEPARTURE PROCESS

Every student ceasing enrollment during the school year or leaving at the close of the school year must complete the official departure form. The purpose of the form is to indicate that obligations to the Business Office and other school departments have been properly discharged. Transcripts and other records will not be issued until all obligations have been satisfactorily met.

MILITARY DEPLOYMENT REFUND POLICY

Refunds are available to those who are called to active duty. Reservists have 3 options:

1. Receive a pro-rata refund. A copy of the military deployment order must be given to the Registrar.
2. Make arrangements with the faculty to complete course work if at least 75% has already been completed.
3. Receive a full tuition credit for a future semester. Admission requirements must be met at the time of readmittance.

EVALUATION OF APPLICATION TO RECEIVE CREDIT FOR PRIOR LEARNING

The fee to evaluate a petition for Credit for Prior Learning is $50 per credit for which the student applies. This fee applies regardless of the final outcome of the faculty evaluation.
OHCC FINANCIAL AID PROGRAM
The Oak Hills Christian College Financial Aid Program is intended to supplement the resources of the student. Accepting the challenge to finance a college education is primarily the student’s responsibility. The Financial Aid Office at OHCC is available to students to provide information and answer questions.
Adult & Professional Studies (A&PS) students may be eligible for financial aid. Eligibility requirements and deadlines vary. Students are encouraged to contact the Financial Aid Office for more information.

FAFSA: FREE APPLICATION FOR FEDERAL STUDENT AID
Oak Hills Christian College requires all students who are seeking financial aid to first complete the Free Application for Federal Student Aid (FAFSA). Our FAFSA number is 016116. This form can be done on-line at www.fafsa.ed.gov. For more information, please contact the Financial Aid Office.

OHCC FINANCIAL AID FORMS
Please contact the Financial Aid Office for the OHCC Financial Aid Application and the OHCC Scholarship Application.

SATISFACTORY ACADEMIC PROGRESS
Federal regulations require that all financial aid recipients achieve satisfactory academic progress. This means students must progress at a reasonable rate toward a certificate or degree.
Any student who fails to achieve Satisfactory Academic Progress will be placed on Academic Probation for one semester, during which time they will continue to receive financial aid. At the end of that semester, the student must meet Satisfactory Academic Progress or financial aid will be withdrawn.

FINANCIAL AID PROGRAMS AVAILABLE

Federal Pell Grants: These are need-based grants. Eligibility is determined by the Free Application for Federal Student Aid (FAFSA). All FAFSA applicants will receive a Student Aid Report that clarifies eligibility and award requirements.

Federal Supplemental Educational Opportunity Grants (FSEOG): These are need-based grants. Eligibility is determined by the FAFSA.

Minnesota State Grants: These are need-based grants for eligible Minnesota residents. Eligibility is determined by the FAFSA and a supplemental OHCC Financial Aid Application. In order to receive a full Minnesota State Grant, a student must be registered for 15 semester credits. Awards will decrease accordingly for 14 credits down to 3 credits.
William D. Ford Direct Loans (Subsidized): Eligibility is determined by the FAFSA. These loans are interest-free while the student is enrolled and until six months after graduation or withdrawal. Loan amounts are dependent upon financial need and grade level.

William D. Ford Direct Loans (Unsubsidized): These are non-need based loans for students who need additional funding.

Direct PLUS Loans: These loans are available for parents to borrow for the education of their dependent children. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

Private Loans: These programs are designed to supplement existing loan programs. They provide long-term, low-interest loans for students who cannot obtain financing from traditional financial aid programs. The yearly limit is based on the cost of education minus any financial aid for which the student is eligible.

Oak Hills Scholarships and Grants: There are many memorial and special scholarships and grants available at OHCC. Eligibility is determined by the FAFSA and the OHCC Scholarship Application (available from the Financial Aid Office).
ADULT / ONLINE DEGREE STUDENT COSTS 2015-2016

The following fees apply to the Adult & Professional Studies (APS) online degree programs. This schedule is subject to change as the college deems necessary.

Tuition per credit................................................................. $375
Graduation Fee (final term only)................................................ $90
Credit for Previous Learning Evaluation...................................... $50/Credit

SUMMARY- Approximate Annual Total

Tuition @ 30 credits per year (10 courses/12 months).......................... $11,250
Tuition @ 24 credits per year (8 courses/12 months; minimum needed for full-time status).......................... $9,000
Estimate for Books and Materials (varies greatly by course)....................... $400-$800

OTHER STUDENT CATEGORIES

PSEO students taking non-PSEO online courses (for college credit toward a degree) ........................................ $315/Credit
Continuing Education (For credit; non-degree seeking)........................................ $180/Credit
On-Campus traditional student........................................................................ As listed in Academic Catalog

PAYMENT SCHEDULE

Full semester expenses are payable prior to the first course of the term or in two equal installments: ½ prior to the first course start date and ½ at the 50% point in the term.

SUBJECT TO CHANGE

The cost information listed above applies to the 2015-2016 academic year and is subject to change in future academic years.
## Areas of the Curriculum

**BIBLICAL STUDIES**
- Bible: Old Testament (BOT)
- Bible: New Testament (BNT)
- Biblical Studies Approach (BSA)
- Theology (TH)

**CHRISTIAN MINISTRY**
- Christian Ministry (CM)
- Leadership & Ministry (LM)

**GENERAL EDUCATION**
- Business (BUS)

**Communications**
- Communications (COM)
- English (ENG)

**Humanities**
- Humanities (HUM)
- Language (LA)
- Music (MU)
- Teaching English as a Second Language (TESL)

**Social Science**
- Addictions Counseling (AD) on campus only
- Cultural Studies (CUL)
- Government (GOV)
- History (HI)
- Psychology (PS)
- Sociology (SOC)

**Science/Math**
- Science (SCI)
- Math (MTH)

## Course Descriptions

*Courses are Cohort Based and Scheduled for Five Week Duration*

### BIBLE: NEW TESTAMENT

**BNT-1000-3-O  New Testament Survey**
This course is a survey of the background and content of the New Testament with an emphasis on learning to ask questions that will give the student a deeper understanding of the Scriptures. It is designed for students who desire to use the New Testament for the purposes intended by God both in their personal lives and in their teaching. The course is designed from a conservative and evangelical framework.

**BNT-3708-3-O  Life of Christ**
This course is a journey in the steps of Christ to experience authentic and transformative Christian living, which prepares students to follow the steps of Christ and serve the Church and society. Students will explore context, life examples, teachings, and theology inherent in the life of Christian order to develop a personal theology. The four Gospels serve as the knowledge base.

**BNT-4742-3-O  Letters of Paul**
This course examines the background and ministry of Paul, as well as the origin and purpose of each of the Pauline epistles in the context of the development of his ministry. Synthesis of major themes of Paul, including the Pauline concept of the church and its mission.

### BIBLE: OLD TESTAMENT

**BOT-1702-3-O  OT Survey**
This course is a survey of the Old Testament literature in its historical setting. Attention is given to outstanding persons, events, and theological emphases.

### BIBLICAL STUDIES APPROACH

**BSA-1002-3-O  Interpretation of Biblical Literature**
Introduction to the principles of biblical interpretation in order to better understand the Bible. Emphasis placed on the application of these principles.

**BSA-3019-3-O  Advance Interpretation of Biblical Literature**
Study of various interpretive issues including the canon, translation issues, text criticism, and contemporary methods of interpretation.

### BUSINESS

**BUS-1001-3-O  Personal Financial Management**
This course will provide a practical introduction to personal finance management and assist the student in being a good steward of God-given resources. It addresses realistic ways to manage personal assets effectively. Topics include the development of personal financial goals, planning and budgeting; avoiding fraud and swindles; buying, insuring and financing major assets; consumer credit; banking services; investments; insurance; retirement and estate planning; and income tax.
BUS-1002-3-O Introduction to Business
This course provides an overview of the fundamental practices and issues involved in managing and operating a business in today’s marketplace. Areas of business explored in this course include various management theories, economic concepts, management and organization, human resources, sales and marketing, and operations. The course also examines the challenges of operating in both domestic and global markets, business ethics and business strategy.

BUS-1715-3-O Introduction to Computers
This course will prepare the adult learner with foundational computer skills, enabling the student to achieve academic and professional success in this technical age. Topics include chronological advancements of the personal computer, common keyboard and mouse functions, internet innovation and usage, a definition of computer hardware and software, and effective usage of office software applications. This course will also focus on developing a working knowledge of three applications within the Microsoft Office software suite. Specific skills will include word processing with Microsoft Word; creating slide presentations with Microsoft PowerPoint; and developing spreadsheets with Microsoft Excel. The student will have the opportunity to engage in practical application of the concepts learned, whether for ministry, business, or any other profession.

BUS-2010-3-O Fundamentals of Business Law
This course provides an overview of the law as it pertains to business organizations. It will introduce the student to the legal system in its various forms and its impact on the legal environment of business. Topics include the Constitution and its historical foundation, ethics, business decision-making, alternative dispute resolution, torts, intellectual property, criminal law and cybercrimes, contracts, sales and lease, and employment law.

BUS-2012-3-O Introduction to Economics
This course is an introduction to the study of economics and its impact upon society. Key historical economic theories are introduced along with fundamental economic concepts. Key macroeconomic topics covered include the concept of scarcity, supply and demand function, production, monopoly, oligopoly, monopolistic competition, and perfect competition market structures. Macroeconomic topics include classical macroeconomic theories, basic fiscal and monetary policy and the instruments used to implement them, the economic cycle, inflation, and unemployment.

BUS-2801-3-O Introduction to Finance
This course will provide opportunity to learn basic finance principles linking financial markets, institutions and investors. An overview of the flow of capital will be explored from the corporate perspective, including topics such as interest rates, stocks, bonds, risk and return, the time value of money, and the cost of capital.

BUS-2750-3-O Business Case Study
This course requires the student to utilize much of what he or she has already learned in previous courses and gives them the opportunity to apply that knowledge to the solution of an actual business issue in an organization of his or her choice. The student will identify a significant business problem or issue in an organization that they know well. The student will examine the issue using the knowledge they gained in previous courses and examine the related business literature to identify and make appropriate recommendations to address the problem or issue. This course will culminate in a written case study exploring the identified problem, the relevant literature, and the proposed recommendations.

BUS-4725-3-O Finance and Budgeting for Managers
This course will build upon basic finance concepts involving financial markets. An in depth review of the function and use of financial statements in capital markets will be surveyed. Managerial planning and decision making roles will be explored in topics such as capital budgeting, capital structure, leverage, and cash flow analysis.

BUS-4730-3-O Management of Information Systems
This course is an introduction to the design and use of management information systems for the business student. It presents the significant components and technologies employed in information systems, their impact on business processes, and the contribution they make to competitive advantage. Special attention is paid to the role of information systems in global, multinational businesses. Important topics reviewed include the management of information systems infrastructure and services, enhancing organizational collaboration through the use of information technology, the use of information systems to improve and manage supply chains, the development, acquisition, and securing of information systems, and ethical questions related to the use of information systems.

BUS-4731-3-O Management of Marketing
This course examines various aspects of the discipline of marketing as they relate to today’s domestic and global marketplaces. Multiple marketing strategies will be analyzed and the behavior of consumers in various target markets will be explored. Information related to understanding and making advantageous marketing decisions related to product and service offerings, distribution, promotion, and pricing will also be examined.

BUS-4732-3-O Business Ethics
This course is a study of ethical theories and how they relate to contemporary issues in business. Special attention is given to the application of Judeo-Christian ethical principles, identifying basic beliefs, values, commitments, and ethical decision-making.

BUS-4737-3-O Human Resource Development
This course will prepare the student to integrate the various theories of learning, leadership, and motivation into a practical application of different methodologies, including needs assessment, development, and execution. Other important aspects covered include job design, coaching, mentoring, and performance management techniques.

BUS-4750-3-O Operations Management
This course is designed to provide an understanding of the foundations of the operations function from both manufacturing and services perspectives. The course will analyze operations from both the strategic and operational perspectives and highlight the competitive advantages that operations can provide for the organization. We will cover topics in the areas of process analysis, materials management, production scheduling, quality improvement, and product design.

BUS-4780-3-O International Issues in Business
This course provides a context for understanding the global context for businesses seeking to grow internationally. Issues related to ethical and cultural differences among various countries are discussed, as well as strategies for entering the global market and competing successfully. Further, a biblical perspective on international business will be introduced.

BUS-4785-3-O Strategic Management
This course examines the art and science of formulating, implementing, and evaluating cross-functional decisions that enable an organization to achieve its objectives. The course focuses on integrating management, marketing, finance/accounting, production/operations, research and development, and information systems to accomplish organizational success in a rapidly changing global economy.
BUS-4795-3-O Business Portfolio
This course introduces the student to strategic management and thus serves as a capstone to previous business courses. It details the processes of internal and external business analysis, and then focuses on the processes for developing strategies for growth, diversification, and globalization. Finally, it provides students with biblical and business guidelines for implementation of these strategies in terms of organizational design and behavior, corporate governance, leadership and ethics.

CHRISTIAN MINISTRY

CM-1001-3-O Living the Christian Faith
This course is designed to provide an entrance into the lifestyle of biblical Christianity, and the role of spiritual disciplines. This course will also help one discover how God has gifted people for His service in the body of Christ and the world at large.

CM-1002-3-O Sharing and Defending the Christian Faith
This course will define faith in Christ (the gospel), and will explore ways to share the gospel. Students will consider the various hindrances to the effective communication of the gospel, as well as develop strategies for answering objections to the gospel in a way that points individuals to Jesus Christ.

CM-2763-3-O Teaching the Christian Faith
This course is intended to equip Christian leaders with an understanding of the principles and practices of teaching the Word of God. The course will include biblical perspectives on teaching, as well as practical methods for teaching effectively. The focus will be on teaching the Christian faith, yet learned skills will apply to other fields as well.

CM-3762-3-O Marketplace Ministry
The purpose of this course is to learn and live the foundational tenets of biblical Christianity in the marketplace of life; at home, at work, and in the school; in short, in the public arena. Attention will be given to the lifestyle of the believer as a statement to the non-Christian, relationship building, lifestyle evangelism, spiritual conversation with the non-Christian, and the biblical elements of conversion.

CM-4720-3-O The Mobilization of Volunteers
This course will investigate ways to mobilize and engage volunteers. It will defend the value of volunteers and their relationship within an organization. The topics examined will include: types of recruitment methods, importance of background checks, communicating organizational mission statements, goals and values, training, retention, volunteer tasks and expectations, motivation, reward systems and performance improvement for both volunteers and staff. Throughout the course, you will develop a practice scenario of organizing volunteers and staff for a specific event.

CM-4764-3-O Pastoral Care
The purpose of this course is to equip leaders with the understanding and skills necessary to offer support and services to those in need. Special attention is given to developing practical ways to demonstrate the love of Christ in obedience to the biblical mandate to serve one another in love.

HISTORY

HI-2003-3-O World History
This course will provide students with skills in historical research and analysis, a chronological understanding and factual knowledge spanning from the dawn of civilization to 1700. Emphasis is placed on the origins and achievements of the core civilizations of Asia, Africa, America, and Greco-Roman civilizations. In addition, Christian, Islamic and Byzantine cultures will be studied. The ultimate focus will be to provide students with a historical, factual, cultural, and geographical knowledge of ancient history and its relationship to the Bible. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments up to the early modern world civilizations within the interrelations of societies and cultures.

HUMANITIES

HUM-1721-3-O Personal and Bible Study Skills
This course introduces the adult student to necessary concepts, skills, and relationships that enable successful adult education. The purpose of all activity is an understanding and utilization of critical thinking. Critical thinking using inductive reasoning will be applied to understanding the Word of God.

HUM-2733-3-O Cultural Diversity
This course is an exploration of cultural diversity and multiculturalism from a Christian faith perspective. This course provides a process to understand and practice cultural diversity competence. It is designed to initiate and provide ongoing preparation for effective interaction with everyone in our culturally diverse world. Growth in these skills equips individuals with the social graces needed to form bonds of mutual trust that will bridge the differences that ordinarily divide people.

HUM-2799-3-O Philosophy & Worldview
This course addresses the fact that our culture is confronted with a vast assortment of differing philosophies and worldviews; each claiming to be true. Focus is provided to understand and evaluate these various belief systems in an increasingly pluralistic society. Main ideas of eight different worldviews will be explored while the student develops and expresses a personal worldview. Topics will center around the nature of God, reality, nature of man, death, truth, morality, and the meaning of life. The primary purpose of this course is to challenge students to examine the timeless truths of Christianity.

ENGLISH

ENG-1000-3-O College Writing and Research
This course is designed to give students the opportunity to expand writing and thinking skills through close reading of essay models, peer discussion and practical application. Students will produce original essays - expository, analytical, persuasive, reflective, and descriptive – and will utilize the writing process to improve skills at research, revision, and editing. The course will help students to develop the skills in analytical reading, critical thinking and writing that they will need to be successful in many college courses.
LEADERSHIP & MINISTRY

LM-1701-3-O  Introduction to Leadership
This course provides an overview of the basics of leadership with application in both a personal and organizational context. Creating and communicating the vision, empowering others and recognizing their contributions, challenging the status quo and leading change, and celebrating team and organizational success are all key ideas addressed in this course. Moreover, students will be asked to evaluate their own personal leadership practices according to these concepts.

LM1703-3-O  Communication for Leaders
This course provides a general overview of basic leadership communication skills and strategies. Attention is given to listening, audience evaluation, public speaking, small work groups and business writing. Opportunities to discuss and practice leadership communication are built into the course.

LM-2730-3-O  Issues in Christian Leadership
Issues in Christian Leadership addresses the seminal issues in Christian leadership in both the church and para-church settings, including the foundational issues of each of the five following areas: integrity, communication, leadership development, conflict management and self-care.

LM-2790-3-O  Associate’s L & M Capstone
This capstone course is a culmination of various aspects involved in developing an effective leader within a ministry setting. There is a focus on identifying potential leaders and then providing practical methods for training, coaching, and equipping those leaders to reach their full potential. Areas of discussion include integrity, vision-casting, servant-leadership, modeling, as well as current leadership principles utilized in today’s local church. This course provides practical and proven guidelines for any individual involved in ministry who feels called to “equip the saints for ministry.”

LM-3731-3-O  Personal and Social Ethics
This course lays the foundation for a Christian response to ethical issues arising in 21st Century Western culture. Attention is given to the biblical foundation of Christian personal and social ethics, the history of ethics, ethical decision-making, and personal character development. Application of these topics will be made to a range of contemporary issues.

LM-3732-3-O  Organizational Leadership
This course will provide an understanding of organizational leadership from a biblical, theoretical and practical point of view. The topic of leadership will be discussed in four contexts that include intrapersonal, interpersonal relationships, organizational structure and processes, and organizational culture. The biblical approach of the covenant will be used as a unifying theme for leadership best practices within each of these contexts.

LM-4710-3-O  Ministry Leadership - Capstone
Throughout the course of study, students will experience ministry first-hand in a local church or organizational setting under the direct supervision of a mentoring leader. Students will be exposed to and involved in all dimensions of the selected ministry.

LM-4734-3-O  Working with Teams
This course emphasizes the importance of teamwork in organizational or professional settings. In addition to reviewing the components of effective teams, the dysfunctions of teams, accountability within teams, and values will also be discussed. Success in organizations is largely dependent on teamwork. Students will become more effective team members as well as equipping them to improve team relationships. Characteristics of dynamic and thriving teams will be explored, with a special emphasis on the common dysfunctions of teams and how to avoid them.

PSYCHOLOGY

PS-1001-3-O  Introduction to Psychology
This course is a general survey of the discipline of psychology. Topics covered will include thinking critically, neuroscience, lifespan development, sensation and perception, learning, memory, thinking/ language/intelligence, personality, psychological disorders, and social psychology. Attention will be given to the relationship between Psychology and Christianity with selected application for life and ministry.

PS-2705-3-O  Organizational & Industrial Psychology
Course description TBD

PS-2731-3-O  Group Psychology
This course examines the dynamics of communication, particularly in group settings; committees, task forces, church boards, small groups, etc. Topics include factors which influence communications and relationships, verbal and non-verbal behavior, barriers to effective communication, persuasion, attitude change, motivation and conflict resolution. Current theory and skill exercises will be utilized.

PS-2782-3-O  Research Statistics
An introduction to research methodology and statistics as a liberal arts discipline, this course will not primarily be a “number crunching” course, though many statistical concepts will be presented in context. The emphasis of the course will be on developing an understanding of the principles and concepts underlying the use of statistics in social sciences research and applications. Topics to be explored include the formulation of questions and hypotheses, appropriate experimental design, sampling methodology, data analysis, and the presentation of results using graphical summaries and proper statistical notation.

PS-47660-3-O  Biblical Counseling
This course will provide an overview of counseling from a biblical perspective. This course will discuss an overview of the change process, with brief exploration into personality structure and the origin of personal struggles, from a biblical perspective. This course will also provide a study of the modern day integration perspectives of theology and psychology.

SCIENCE

SCI-2703-3-O  Environmental Science
This course is designed to provide a general overview of environmental science, with an emphasis on sound science, stewardship, and sustainability. Topics include basic concepts of environmental science, relationships between living and nonliving things, human impact upon the environment, and care of earth’s resources to support future generations of living things. Critical thinking skills will be utilized throughout this course, as these skills underlie one’s ability to carefully consider scientific concepts and their effects upon human interactions. The study of environmental science is approached with an understanding of the grave responsibilities of human beings to practice wise stewardship of God’s creation.
THEOLOGY

TH-2705-3-O  Fundamentals of Theology
This course surveys the essential ideas of Christian thought and doctrine. Emphasis is placed on the biblical foundations of Christian belief as well as the application of doctrine to the Christian life and worldview.

TH-3752-3-O  Biblical Theology of Leadership
This course provides a biblical, Christ-centered perspective of leadership ideas. Historical trends in the development of leadership thinking—both from a secular and Christian perspective—are discussed and evaluated in light of biblical truth, and students will be challenged to apply this truth to their own lives and their understanding of organizational behavior.

TH-4754-3-O  Knowing God
This course provides an in-depth study of Theology Proper, the study of God the Father. Included with this will be understanding the doctrine of the Trinity, with an emphasis on biblical, historical and theological dimensions of knowing God. Beyond knowing more about God intellectually, this course seeks the application of Christian doctrine to life experientially knowing God in worship and mission.

ADDITIONAL ONLINE COURSES THROUGH THE ATHENEIO COURSE PLATFORM AND DURING THE ATHENEIO COURSE SESSIONS LISTED ARE AVAILABLE TO ALL STUDENTS. SEE YOUR FACULTY ADVISOR FOR INFORMATION AND TO REGISTER.

2015-2016 Online Courses (w/ ATHENEIO Course Site)

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### 2015-2016 ATHENEO COURSE SESSIONS
(COURSE SESSIONS ARE PLACED IN THE TERM IN WHICH THE SESSION ENDS.)

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